



**NOTICE OF MEETING  
PLANNING & ZONING COMMISSION  
OF MARBLE FALLS, TEXAS**

*A quorum of the Marble Falls City Council, the Economic Development Corporation,  
and the Impact Fee Advisory Committee may be present*

Fred Zagst, *Vice Chairman*  
Dee Haddock, *Commissioner*  
Thomas E. Barr, *Commissioner*  
Darlene Oostermeyer, *Commissioner*  
Greg Mills, *Commissioner*  
Jason Coleman, *Commissioner*

Steve Reitz,  
*Chairman*

Mike Hodge, *City Manager*  
Caleb Kraenzel, *Development Svs Director*  
Elizabeth Jaimes, *Associate Planner*  
Lindsay Brooks, *GIS Analyst*  
Scarlet Contreras, *Commission Secretary*  
Patty Akers, *City Attorney*

The City of Marble Falls Planning & Zoning Commission will meet on **Thursday, October 8, 2015**, in **regular session at 6:00 p.m.** in the City Council Chambers at 800 Third Street, Marble Falls, Texas.

The agenda listed below is distributed to the Chair, Commission members, and the Marble Falls Public Library no later than the Monday preceding the Commission meeting. The agenda is also posted on the City's website: [www.marblefallstx.gov](http://www.marblefallstx.gov)

**1. CALL TO ORDER AND ANNOUNCE PRESENCE OF QUORUM**

- 2. Citizen/Visitor Comments to be heard for items not on the agenda:** This is an opportunity for citizens to address the Planning and Zoning Commission concerning an issue of community interest that is not on the agenda. Comments on a specific agenda item must be made when the agenda item comes before the Commission. The Chair may place a time limit on all comments. Any deliberation of an issue raised during Citizen Comments is limited to a proposal to place it on the agenda for a later meeting.

- 3. REGULAR AGENDA:** The Commission will individually consider and possibly take action on any or all of the following items:

- A. Approval of Minutes:** Minutes from the regular meeting on September 3, 2015. (*Scarlet Contreras, Commission Secretary*)
- B. Presentation and Discussion:** Regarding City Staff research of Tree Preservation Ordinances. (*City Staff*)
- C. Presentation and Discussion:** Previous Planning and Zoning Commission items, City Council Disposition and update regarding future planning projects. (*Commission*)
  - 1. Chevrolet Dealership Replat, Case 2015-30-RP
  - 2. Dugain Guest House Variance, Case 2015-31-V
  - 3. Public Improvement District (PID) Policy
  - 4. Update: 2015 Comprehensive Plan Update
- D. Presentation and Discussion:** Monthly Building Permit Summary; Construction Update. (*City Staff*)

**4. ADJOURNMENT**



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"The Planning & Zoning Commission reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any matters listed on the agenda, as authorized by the Texas Government Code, including but not limited to, Sections: 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) 551.087 (Economic Development), 418.183 (Deliberations about Homeland Security Issues), and as authorized by the Texas Tax Code including but not limited to, Section 321.3022 (Sales Tax Information)."

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In compliance with the Americans for Disabilities Act, the City of Marble Falls will provide for reasonable accommodations for persons attending the Commission Meetings. To better serve you, requests should be received 24 hours prior to the meeting, by contacting Ms. Christina McDonald, City Secretary, at 830-693-3615.

**Certificate of Posting Agenda Meeting Notice**

I, Elizabeth Jaimes, Associate Planner for the City of Marble Falls, Texas, certify this Meeting Notice was posted at the Marble Falls City Hall in a place readily accessible to the general public, on the 2nd day of October, 2015, at 5:00 p.m., posted thereafter for at least 72 continuous hours before the scheduled time of said meeting.

The agenda is also posted on the City's web site: [www.marblefallstx.gov](http://www.marblefallstx.gov)

A handwritten signature in black ink, appearing to read "Elizabeth Jaimes", is written over a horizontal line.

Elizabeth Jaimes, Associate Planner



**City of Marble Falls  
Planning and Zoning Commission Agenda Cover Memo  
October 8, 2015**

**To:** Chairman and Planning & Zoning Commission  
**Item 3. A. Approval of Minutes**  
**Requested by:** Scarlet Contreras, Commission Secretary

**SYNOPSIS**

Commission will consider approval of the minutes from the regular meeting on September 3, 2015.

*(Minutes attachment following this page)*

**STATE OF TEXAS  
COUNTY OF BURNET  
CITY OF MARBLE FALLS**

On this 3<sup>rd</sup> day of September 2015 the Planning and Zoning Commission convened at the regular meeting having been posted as prescribed by law, with the following members present in accordance to-wit:

**MEMBERS PRESENT:**

Steve Reitz	Chairman
Dee Haddock	Commissioner
Darlene Oostermeyer	Commissioner
Jason Coleman	Commissioner
Greg Mills	Commissioner
Tom Barr	Commissioner

**MEMBERS ABSENT:**

Fred Zagst	Vice-Chairman (excused)
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**STAFF PRESENT:**

Mike Hodge	City Manager
Caleb Kraenzel	Director of Development Services
Elizabeth Jaimes	Associate Planner
Scarlet Contreras	Commission Secretary
Mike Ingalsbe	Building Official

**VISITORS**

Don Sherman	Willis-Sherman Associates Surveying
Ray Gil	Architect
Danny Dugain	Citizen
Bernice Dugain	Citizen

**1. CALL TO ORDER AND ANNOUNCE PRESENCE OF QUORUM:** Chairman Reitz called the meeting to order at 6:00pm and declared a quorum of the Commission is present to conduct the meeting.

**2. Citizens/Visitors comments to be heard for items not on the agenda:** This is an opportunity for citizens to address the Planning and Zoning Commission concerning an issue of community interest that is not on the agenda. Comments on a specific agenda item must be made when the agenda item comes before the Commission. The Chair may place a time limit on all comments. Any deliberation of an issue raised during Citizen Comments is limited to a proposal to place it on the agenda for a later meeting. There were no person(s) with any public comment(s).

**3. REGULAR AGENDA:** The Commission will individually consider and possibly take action on any or all of the following items:

**A. Approval of Minutes:** Minutes from the regular meeting on August 6, 2015. (*Scarlet Contreras, Commission Secretary*) Commissioner Oostermeyer made a motion to approve the minutes as presented. Commissioner Mills seconded the motion. The motion was approved by a vote of 6 – 0.

**B. Public Hearing, Discussion and Recommendation:** Regarding a replat of Lots 1 through 5 and Lots 15 through 19, Block No. 3, Hi-Ridge Trails No. 1, City of Marble Falls, Burnet County, Texas, municipally addressed as 2301 N. US 281. Case 2015-30-RP. (Don Sherman, applicant, and 4H Development LTD., owner.) Associate Planner Elizabeth Jaimes addressed the Commission regarding the replat. Ray Gil addressed the Commission in regard to the future development plans for the site. Commissioner Oostermeyer made a motion to send Case 2015-30-RP to Council for approval as presented. Commissioner Haddock seconded the motion. The motion was approved by a vote of 6 – 0.

**C. Public Hearing, Discussion and Recommendation:** Regarding a variance request to Section 3.58. Guest House, Definitions, Appendix B Land Use Regulations, City of Marble Falls Code of Ordinances, to allow for kitchen facilities within a guest house on Lot 3, Loma Vista Subdivision, City of Marble Falls, Burnet County, Texas, municipally addressed as 1107 Loma Lane. Case 2015-31-V. (*Daniel B Dugain, applicant and owner.*) Commissioner Haddock recused himself for this item. Director Caleb Kraenzel addressed the Commission. Commission took part in a discussion regarding the property access and the potential of future replatting. Commissioner Oostermeyer made a motion to send Case 2015-31-V to Council for approval with the stipulations that the guest house may not be used as a rental now or any time in the future; and if the property is replatted in the future the structure must be brought up to current code in order to be a conforming use. Commissioner Coleman seconded the motion. The motion was approved by a vote of 5 – 0.

**D. Presentation and Discussion:** Previous Planning and Zoning Commission items, City Council Disposition and update regarding future planning projects. (*Commission*)

1. Live Oak Village PDD, Case 2015-18-PDD
2. Residences at Panther Hollow Apartments, Case 2015-25-CUP
3. Avenue E Street Abandonment, Case 2015-27-SC
4. 503 3<sup>rd</sup> Street Replat, Case 2015-28-RP
5. City Staff Tree Ordinance draft
6. Update: 2015 Comprehensive Plan Update

Director Caleb Kraenzel addressed the Commission.

**E. Presentation and Discussion:** Monthly Building Permit Summary; Construction Update (*City Staff*). Director Caleb Kraenzel addressed the Commission.

**F. Discussion and Action:** Regarding rescheduling the October 2015 regular meeting of the Planning and Zoning Commission. (*City Staff*) Commission Secretary Scarlet Contreras addressed the Commission. Commissioner Oostermeyer made a motion to reschedule the Planning and Zoning Commission regular October meeting to October 8, 2015. Commissioner Haddock seconded the motion. The motion was approved by a vote of 6 – 0.

**6. ADJOURNMENT:** There being no further items to discuss, Commissioner Haddock made a motion to adjourn the meeting. Commissioner Oostermeyer seconded the motion. The motion was approved by a vote of 6 – 0. The meeting was adjourned at 6:32 pm.

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Steve Reitz – Chairman to the Commission

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Scarlet Contreras - Commission Secretary



**City of Marble Falls  
Planning and Zoning Commission Agenda Cover Memo  
October 8, 2015**

**To:** Chairman and Planning & Zoning Commission  
**Item 3. B.** **Presentation and Discussion:** Regarding City Staff research of Tree Preservation Ordinances.  
**Requested by:** City Staff  
**Case:** Case 2015-6-ZT

**SYNOPSIS**

On February 5, 2015 the Planning and Zoning Commission and the Tree Ordinance Committee convened in a Joint Workshop to discuss an amendment to the existing tree preservation ordinance for Marble Falls, Texas. The workshop concluded with both the Commission and Committee agreeing to direct City Staff to research and prepare a tree preservation ordinance suitable for the community. This item is to update Commission members on the status and findings of the research conducted by City Staff regarding the Tree Preservation ordinance amendment. At the time of the meeting City Staff will present to the Commission a detailed analysis of Central Texas tree regulations, which summarizes and compares city tree protection/preservation ordinances. A total of twenty-three (23) cities were selected for comparison due to their proximity to Marble Falls, their topographical similarities, their similar development conditions, and/or their similar population sizes.

City staff has drafted a preliminary version of the Tree Preservation ordinance amendment, however City Staff would like to discuss several major points of interest with the Commission members, in order to finalize the tree preservation ordinance draft prior to presentation.

No action on this item will be taken.



**City of Marble Falls  
Planning and Zoning Commission Agenda Cover Memo  
October 8, 2015**

**To:** Chairman and Planning & Zoning Commission  
**Item 3. C.** **Presentation and Discussion:** Regarding previous Planning and Zoning Commission items, City Council Disposition and update regarding future planning projects.  
**Requested by:** Planning & Zoning Commission

**SYNOPSIS**

This item is to update Commission regarding previous Planning and Zoning Commission items, City Council Disposition and update regarding future planning projects.

1. Chevrolet Dealership Replat, Case 2015-30-RP
2. Dugain Guest House Variance, Case 2015-31-V
3. Public Improvement District (PID) Policy
4. Update: 2015 Comprehensive Plan Update
  - a) CPAC October 1, 2015 Meeting Summary
  - b) Next Steps



**City of Marble Falls  
Planning and Zoning Commission Agenda Cover Memo  
October 8, 2015**

**To:** Chairman and Planning & Zoning Commission  
**Item 3. D.** **Presentation and Discussion:** Monthly Building Permit Summary;  
Construction Update.  
**Requested by:** City Staff

<b>SYNOPSIS</b>
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This item is to update the Commission about the building permits issued in the past month and other ongoing projects.

**Item 4. ADJOURNMENT**